

**Monroe County Early Intervention Program**  
**PIP Meeting Minutes**  
**September 19<sup>th</sup>, 2012**  
**2:00-4:00pm**

**Announcements / Sharing**

CCHS- Dedication of an EI classroom to hard of hearing children.

Medicaid Spread sheet-Review and return to Ann Marie.

Last day Phase 3 Training is September 30<sup>th</sup>. Please let Ann Marie know the names of any new staff.

LEICC Family Ice cream Social-First annual event.10 families signed up to attend. Action: Deb to confirm with Providers who will be attending the number of staff attending and what activity they will be providing.

LEICC Community Information Forum is 9/28/12, 8-9:30 at Monroe Community Hospital. Please RSVP Judy Warner at 753-5206.

RCN- New speech therapist is starting on Monday

RECDC is having a Pre-School roundtable on FBA and BIP on October 1st from 1:30-3:30.

**EI Agenda**

Provider Updates

Christine Lipka joined Step by Step. No new OSC agency yet.

Provider Grid-Contact Leisa Sabernick at the county if you are having problems updating.

Follow-Up re Supplemental Evals

The purpose of a supplemental evaluation is to inform the IFSP team of the status of a particular domain or issue. The child does not need to meet the eligibility requirements but may need to discuss whether or not to add services. The request from providers is to clarify this with county staff. The EI/OD's role is to review NYEIS entries, MDE reports and supplemental evaluation reports.

Info from BEI regarding scripts

There has been an ongoing concern from providers that MD's are refusing to write scripts for EI and Pre-school children. Ann Marie will forward the response she received from BEI to PIP. For EI children, scripts need to include date issued, the type of service, an ICD code and a statement that script covers services for the IFSP period. Frequency of services is not required. However, if frequency of services is included in the script and if the frequency of services changes during the IFSP, a new script has to be obtained. The script is good for 1 year so if the service frequency does not change through the following IFSP, there is no need for another script for that year covered. Scripts are also good for one year in Pre-School.

One provider reported during a recent MA Compliance Training, providers were informed that if a diagnostic code is not on then script, then a therapeutic ICD code can be used. Another provider recommended referring back to professional standards of practice to clarify this. Also reported during the meeting is that some CPSE Chairs are opting out of pursuing Medicaid funding due to the amount of time and staffing needed to access Medicaid funds. AMS is looking into Kinney's ability to reference a physician's data base for children on Medicaid to make it easier to obtain scripts from MD's. If child does not have Medicaid, scripts are not needed. Providers asked if Kinney can track MD's instead of providers. For IEP's and Medicaid children, the script needs frequency and duration and location. **Action:** Ann Marie to look into.

Updates Revised Rule-Making

One provider commented that the leg did vote down the proposals but if families send their concerns directly to leg, it could make a difference. A huge effort would be needed. Discussion occurred re 90% of self-referrals are downstate (NYC). BEI could monitor this through IPRO and other auditing measures. On Page 10 of the document, it is very vague and there are assumptions, not facts, that there would be more services implemented if the Eval agency is also the provider of services. Ann Marie reported from the EICC meeting re providers being very concerned re proposed changes and a motion from EICC that BEI not implement these changes.

### **Monroe County Early Intervention Program**

BEI state they will consider this. EICC requested that BEI's decision need to be made public and if they turn down/reject EICC's motion, BEI needs to publically state the reason it was done. Public comments can be made up until October 22. For waivers re arm's length issue, SC's will need to do and it is unlikely that it will be a billable activity. The commissioner who would receive the waiver requests is Brenda Knudson-Chouffi. What if there are provider shortages? How long will it take to review and respond to the waiver request? Is BEI prepared to handle the volume of waiver requests anticipated by counties? The start date of the proposed changes is 12/1/12. A parent on the EICC spoke very well re her concerns from a family perspective. To view the EICC meeting go to the BEI web site, EICC archive, 9/16/12 and view starting 12:45PM. Future NYEIS trainings will be a A&Q theme. Re Developmental Group Task Force-per Donna N-draft is being developed as an interim standard. A question from Provider was re CPT codes for SE in a group setting. Ann Marie suggested that the provider email BEI.

### Updates NYSAC Seminar

Ann Marie distributed a flow chart she drew and explained the process of the 3 ways to claim billing: paper claims, on-line (NYEIS) and electronic batching. The flow chart includes the fiscal agent BEI will be contracting. The concern from counties is if the fiscal agent start in 1/1/13 re process billing claims and the counties still has to reimburse the providers, how are the counties going to know how much to reimburse providers as they are not part of the new process. The counties are recommending the start date for this new process coincides with 4/1/13 which is when the state will be issuing payment to the providers. An RFP has not been issued yet re interested in contacting with BEI as the fiscal agent. Ann Marie will be hearing soon re rolling out the provider agreement through the Provider Approval Unit to begin the process for providers contracting with the state. Please follow the steps closely and submit within 2 weeks. Providers will receive confirmation 2 weeks after you submit your provider agreement.

Summary:

As of 1/1/13:

SC's will need to notify OPWDD of potential eligibility of a child.

DOH will enter into agreement with providers.

Provider will bill insurance directly to the fiscal agent.

Provider will use NYEIS and fiscal agent.

Provider will send notice to insurances re subrogation (HEG does this right now).

As of 4/1/13:

SC's will send CPSE notifications.

State Ed and Counties are no longer authorized to approve providers.

County will no longer contract with providers.

SC's will report to county re service delivery.

BEI will require use of NYEIS and fiscal agent.

### **Note: Providers need to complete the Corporate Practice..... by 11/26/12**

Action: Agencies ONLY- Let Ann Marie know if you didn't yet enroll as a non-billing MA Provider (per 2010 regulation changes)

### Co-visits and Team Meetings in NYEIS

This is a complicated scenario to work out. County has been in contact with BEI, CMA and providers who are getting a large number of billing rejections primarily for children with Autism. Chasa explained 3 scenarios and the plan to handle them in NYEIS. They are as follows:

**Scenario #1: The IFSP is active and the case is open. The OSC is able to handle this. The policies on Co-Visits and Team Meetings will be revised and sent out soon.**

Providers need to follow these steps:

- 1) Identify any SA's they have put in a claim against and the claim has been rejected.

### **Monroe County Early Intervention Program**

- 2) Identify the child/children who the SA's belong to.
- 3) Identify the OSC for those children and sends this information to the OSC Agency supervisor.
- 4) OSC agency supervisor will distribute to the relevant OSC.
- 5) OSC will close the SA's.
- 6) OSC will create a new SA and follow the updated directions re co-visits and team meetings.
- 7) The new SA will go to the EIOD for approval.

#### **Scenario #2: The IFSP is closed and the case is open. A Data Request Change Form is needed.**

- 1) Providers need to send Chasa and Cindy a spread sheet.
- 2) EIOD's will print out a blank Data Request Change Form template (x2- one for Cindy (CM) and 1 for Chasa (CP)).
- 3) EIOD's will come up with the wording for text and justification of Data Request Change Form.
- 4) EIOD's will hand write in the child's reference # & SA we are addressing (from the spreadsheet).
- 5) EIOD will check off on the spreadsheet after copying information down on the Data Request Change Form. EIOD will put the provider's name and child's initials in the top corner of the Data Request Change Form.
- 6) EIOD give the form to clerical to scan, open the document and saves in the H Drive.
- 7) Clerical logs into NYEIS, goes to application, clicks N, + NYEIS, goes to Data Request feature and can attach up to 3 forms at a time and then submits.
- 8) Clerical sends a copy of the Data Request Change form to the provider. Clerical adds the date they uploaded and sent to BEI in the top corner.

#### **Scenario #3: The IFSP is closed and the case is closed.**

Follow steps in scenario #2.

Chasa distributed a sample of an excel spread sheet for providers to use when identifying claims that have been rejected in NYEIS. The spread sheet needs to include the child's name, IFSP period, Service Authorization #, SA Number(s), Discipline of Service, Provider Claim # and Date of Service.

#### **Action:**

For scenario #1: Providers complete the spread sheets and send to the OSC Agency supervisor

For scenarios #2 &3: Providers complete spread sheets and send to Cindy and Chasa.

#### **Preschool:**

- Updates from NYSAC Seminar- Focus of discussion was on the audits NYSED has completed to date along with the findings.
- Kinney- will address at next meeting

Next Meeting: Monday, October 15th, 2012 at Brighton Central School District Admin Building, 2035 Monroe Ave. Rochester, NY 14618. PIP meeting will be held from 1:00-2:30pm and joint PIP and CPSE Chair meeting will be held from 2:30-4:00pm. Parking- there is very limited parking available in the front of 2035 Monroe Ave. Please use the driveway located just after the building- in between the building and the Canandaigua National Bank. This leads to a lot in the back of the School District Admin Building.